



Alabama Department of Human Resources

***SNAP/TANF Information System RFP 2022-500-02***

**Q1.**

1.	1.8.1 Required Copies and Deadline for Receipt of Proposals	10	Vendors must submit one (1) original proposal, seven (7) copies and one (1) electronic (PDF preferred) copy on CD, DVD or USB Drive clearly labeled with the Vendor's name and the RFP title and number to:	Please consider a change of delivery requirements from hard copy to an all-electronic submission, preferably via email or Portal upload. If not possible, we recommend 1 original in print with multiple USBs.
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**R1.**

DHR must provide a printed copy of each proposal to its evaluation team. Therefore, each vendor must submit one (1) original and seven (7) copies of their proposal.

**Q2.**

2.	1.8.1 Required Copies and Deadline for Receipt of Proposals	11	Proposals must subscribe to the section/subsection headings and numbering format (i.e., 4.2.5.1 Vendor Qualifying Information) as specified in Section 4 Proposal Format and Instructions.	For ease of layout and review, can vendors label proposal sections in the order identified in Section 4 and cite the RFP sections in the header, like the following examples: <ul style="list-style-type: none"><li>• 1 – 4.2.1 Cover Sheet</li><li>• 2 – 4.2.2 Table of Contents</li><li>• 3 – 4.2.3 W-9 and the Legal Status Letter/CP575 or Taxpayer Identification Number</li></ul>
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**R2.**

Yes.



**SNAP/TANF Information System RFP 2022-500-02**

**Q3.**

3.	2.10 Trade Secrets	13-14	<p>...for any information deemed a “trade secret” by the vendor and separate identified parts of proposal from public viewing providing the following conditions have been met: (1) confidential information is clearly marked and separated from the rest of the proposal; (2) the proposal does not contain confidential material in the cost or price section; and (3) an affidavit from a Vendor’s legal counsel attesting to and explaining the validity of the trade secret claim is attached to each proposal containing trade secrets. If applicable, the Vendor’s Legal Counsel must use the Department of Human Resources “Affidavit for Trade Secret Confidentiality” form when requesting the trade secret claim. The affidavit form (Appendix C) is included in this document.</p> <p>Information separated out under this process will be available for review only by the procurement officer, the evaluation committee members, and limited other designees. Vendors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a “right to know” (open records) request from another party.</p>	<p>Please clarify how vendors should extract Trade Secret Information. Would the State like a statement (such as “Trade Secret Information Removed”) included where Trade Secret information has been extracted, and also provide a separate electronic file with extracted information by section and page number?</p>
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**R3.**

Vendors should complete the Trade Secret Affidavit form and redact any information deemed to be a trade secret from the body of its response. Vendors may replace the redacted information with a statement such as “Trade Secret Information Removed”. Vendors must submit the actual verbiage of any trade secrets that were redacted in a separate portion of its response and label it accordingly.

**Q4.**

4.	2.10 Trade Secrets	13-14		<p>Does the State require vendors to submit a hard copy of the Trade Secret extracted information? If so, how many copies does the State require?</p>
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**R4.**

Vendors should submit seven (7) copies and one (1) original of the Trade Secret extracted information.



**SNAP/TANF Information System RFP 2022-500-02**

**Q5.**

5.	3.0 to 3.4	27-46		Please confirm RFP Section 3.0 to 3.4 are for information only and Vendors are not required to submit a proposal response for those sections.
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**R5.**

Yes. RFP sections 3.0 – 3.4 are for informational purposes only and do not require a response from vendors.

**Q6.**

6.	3.5.2.1	48		Section 3.5.2 is missing. Please confirm this is a numbering error or provide vendors with missing requirements.
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**R6.**

Section 3.5.2 was inadvertently omitted due to a numbering error. No information or requirements are missing. Please respond to each sub-section (i.e. 3.5.2.1, 3.5.2.2, etc.) in this section using the numbering provided in the RFP.

**Q7.**

7.	3.5.2.4 Subcontractor's Qualifications and Experience	52	...include the following minimum information in their response: <ul style="list-style-type: none"><li>• A copy of contracts with all subcontractors with copies of same to be provided no later than the date of contract execution by the Vendor</li></ul>	Please confirm that any subcontractor agreements are to be provided at contract execution.
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**R7.**

Yes, any subcontractor agreements must be provided at contract execution. However, the minimum subcontractor information described in the third paragraph of Section 3.5.2.4 must be included in the vendor's response.

**Q8.**

8.	3.7.14.1 to 3.7.16.1	68-71		Please confirm RFP Sections 3.7.14.1 to 3.7.16.1 are for information only and vendors are not required to submit a proposal response for these sections.
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**R8.**

Sections 3.7.14.1 through 3.7.14.3 are informational only and do not require a response. Please note that Sections 3.7.14.4, 3.7.15, 3.7.16, and 3.7.16.1 are requirements that apply to the DDI



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

Vendor and should be responded to as appropriate or with an acknowledgement that they have been read and understood.

**Q9.**

9.	3.9.18 Disaster Recovery and Contingency Planning	78	The Vendor must propose a disaster recovery and contingency plan to include the STIS for a disaster impacting a large number of the State's population. The proposed plan must include specific recovery strategies and processes and must include plans to conduct a full test of these processes at least annually. The Vendor must fully document all plans in keeping with industry standards regarding disaster recovery, business continuity and contingency planning.	Will the State exclude the Disaster and Recovery Plan from the 300-page limit?
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**R9.**

Yes.

**Q10.**

10.	3.11 System Development	81	The Vendor is required to define the anticipated timelines and estimated completion dates for the project deliverables within each phase in a draft Project Management Plan submitted with their proposal.	Will the State exclude the draft Project Management Plan from the 300-page limit?
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**R10.**

Yes.

**Q11.**

11.	3.11.1.1 Conversion Plan	81	The Vendor must prepare and submit with its proposal a conversion plan that covers each of the following activities in detail.	Will the State exclude the draft Conversion Plan from the 300-page limit?
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**R11.**

Yes.

**Q12.**

12.	3.11.1.2 Functional Design Document	82	This document must, at a minimum, provide a functional overview and a description of the operating environment, procedures and workflow of the Vendor's SNAP/TANF information system.	Will the State exclude the draft Functional Design Document from the 300-page limit?
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Alabama Department of Human Resources  
**SNAP/TANF Information System RFP 2022-500-02**

**R12.**  
Yes.

**Q13.**

13.	3.11.1.3 Detailed Design Document	82	The Vendor's Detailed Design Document shall describe the total system configuration including system hardware, functionality, file layouts, message and file flows, data elements, system interfaces, eligibility and benefits determination functions, and the system security plan.	Will the State exclude the draft Detailed Design Document from the 300-page limit?
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**R13.**  
Yes.

**Q14.**

14.	3.11.1.4 Life Cycle Testing Approach	82	The Vendor shall provide a System Life Cycle Testing Plan.	Will the State exclude the Life Cycle Testing Plan from the 300-page limit?
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**R14.**  
Yes.

**Q15.**

15.	3.11.1.5 Back- up and Recovery Plans	82	The Vendor shall provide an evaluation of the types of service interruptions that may impact STIS operations and therefore require the use of a backup and recovery process. For each potential interruption type, the Vendor shall, at a minimum, detail the steps to be taken to survive and recover from the interruption. The plan shall include provisions to ensure that client registration, eligibility determination, benefits calculation and management, and other core functions continue to be available. In addition, the Vendor shall outline the resources committed to each proposed contingency plan (i.e., people, systems, telephone lines, and operation sites) and indicate whether the contingency plan has been tested under real or simulated conditions.	Will the State exclude the draft Back-up and Recovery Plan from the 300-page limit?
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Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

**R15.**

Yes.

**Q16.**

16.	3.11.1.6 System Security Plan	82	The Vendor shall prepare a security plan detailing, at a minimum, the security provisions and proposed user profiles established within the SNAP/TANF information system	Will the State exclude the draft System Security Plans from the 300-page limit
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**R16.**

Yes.

**Q17.**

17.	3.11.1.7 Training Plan	83	The Vendor shall prepare and submit a Comprehensive Training Plan that identifies the proposed deadline for planning, design, development, production and distribution of all training resources and activities.	Will the State exclude the Training Plan from the 300-page limit?
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**R17.**

Yes.

**Q18.**

18.	3.11 to 3.11.1.7	81-83		Where should vendors provide the required plans in their responses?
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**R18.**

The plans referenced in Sections 3.11 through 3.11.1.7 must be contained in main body of the vendor's response and be labeled to correspond with the appropriate section number. If a plan refers to additional documentation that is not a part of the primary plan it may be referenced in the plan's narrative and attached as an appendix or attachment at the end of the vendor's response.

**Q19.**

19.	4.2 Proposal Format	106	Proposals must not exceed three hundred (300) pages, including attachments...	Please confirm that the 300-page limit excludes the Cost Proposal.
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**R19.**

Yes.



Alabama Department of Human Resources  
***SNAP/TANF Information System RFP 2022-500-02***

**Q20.**

20.	4.2 Proposal Format	106	Proposals must not exceed three hundred (300) pages, including attachments...	<p>For vendors to provide a quality response to the technical requirements, please confirm that the 300-page limit only applies to the Technical Proposal and excludes the following:</p> <ul style="list-style-type: none"><li>• Tabs</li><li>• Binder cover</li><li>• Cover page</li><li>• Table of contents</li><li>• Required forms, (i.e., W-9, forms required in RFP Sections 4.2.5.51 through 4.2.5.5, etc.)</li><li>• Plans required in RFP Sections 3.11 to 3.11.1.7</li><li>• Appendix F response required in RFP Section 3.9</li><li>• Financials required in RFP Section 4.2.5.2</li></ul>
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**R20.**  
Yes.

**Q21.**

21.	4.2 Proposal Format	106	Proposals must not exceed three hundred (300) pages, including attachments...	Given the length of our audited financial statements (more than 200 pages), can financials be excluded from the 300-page limit?
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**R21.**  
Yes.

**Q22.**

22.	4.2 Proposal Format	106	...must be single-spaced, incorporating 1-inch margins. Paragraphs must be double-spaced.	Please confirm that the paragraph text is to be single spaced, with the spacing between the paragraphs to be double-spaced.
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**R22.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

Yes.

**Q23.**

23.	4.2 Proposal Format	106	....typed using Times New Roman (font), size 12, black print.	The RFP requires vendors to respond using 12-point Times New Roman font. May vendors use a smaller, still readable font for each of the following: a) headers and footers b) requirement text c) exhibits/figures/graphics d) tables e) pre-existing documents including attachments and plans f) section headings
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**R23.**

Yes.

**Q24.**

24.	4.2 Proposal Format	106	....typed using Times New Roman (font), size 12, black print.	Will the State allow vendors to use colored text, other than black, in exhibits/figures/ graphics, tables, headings, headers and footers, and pre-existing documents, plans, and attachments?
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**R24.**

Yes.

**Q25.**

25.	4.2 Proposal Format	106	Proposals must be printed/copied onto one side of standard (8½ x 11)	The RFP restricts page size to 8 ½ X 11 inch paper. For complex documents like architecture diagrams, may vendors use larger paper folded down to 8½ x 11 inches?
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**R25.**

Yes.

**Q26.**

26.	4.2 Proposal Format	106	All proposals (the original and copies) must include labeled tabs that correspond with the bolded sections and subsections (titles and numbers) to which the information pertains as specified in Section 4 of this document.	Please confirm that only two levels of tabs are required (i.e., 4.2.5 and 4.2.5.1), and that tabs are not required for third-level sections (i.e., 4.2.5.1.1, 4.2.5.1.2, etc.).
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Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

**R26.**

Yes.

**Q27.**

27.	4.2 Proposal Format	106	All proposals (the original and copies) must include labeled tabs that correspond with the bolded sections and subsections (titles and numbers) to which the information pertains as specified in Section 4 of this document.	Please confirm that tabs are not required for the Cost Proposal.
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**R27.**

The Cost Proposal should contain one (1) tab labeled 'Cost Proposal'.

**Q28.**

28.	4.2.1 Cover Sheet	Cover Sheet	The cover sheet must also include the name of the contact person and contact information of the person authorized to act on behalf of the vendor (do not number this page).	Where are vendors to include the name and contact information of the person authorized to act on behalf of the vendor on the Cover Sheet if this person is different from the legally authorized signatory?
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**R28.**

If the person authorized to act on behalf of the vendor is different than the legally authorized signatory, please include both names on the cover sheet and label them accordingly along with each person's title.

**Q29.**

29.	4.2.1 Cover Sheet	Cover Sheet	Trade Secret Declarations: (reference section/page(s) of trade secret declarations)	If vendors need additional space to include trade secret declarations, can they include additional pages after the Cover Sheet?
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**R29.**

Yes.

**Q30.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

30.	4.2.1 Cover Sheet	Cover Sheet	Trade Secret Declarations: (reference section/page(s) of trade secret declarations)	Would the state consider excluding additional pages for trade secret declarations from the 300-page limit?
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**R30.**

Yes. Trade Secret Declarations will not be counted in the 300-page limit.

**Q31.**

31.	4.2.1 Cover Sheet	Cover Sheet	Vendors must include their Dun & Bradstreet, or D-U-N-S, Number, a unique nine-digit identification number for each physical location of your business.	Please confirm that a wholly-owned affiliated legal entity may use the D&B/DUNS number of its parent company to ensure an accurate assessment of the financial stability of the organization.
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**R31.**

Yes. Please note that the vendor must list the physical location of the business per the instructions as indicated in the RFP.

**Q32.**

32.	4.2.2 Table of Contents	106	Numbering of the proposal pages should begin with page 1 of the Table of Contents. Page numbers should be placed in the right corner of the bottom margin.	We will be submitting some pre-existing documents (e.g., financial reports and plans) that have existing page numbering and some pages may not be numbered. Because these are long and complex documents, may vendors leave them unaltered?
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**R32.**

Yes.

**Q33.**

33.	4.2.2 Table of Contents	106	Numbering of the proposal pages should begin with page 1 of the Table of Contents. Page numbers should be placed in the right corner of the bottom margin.	Can vendors exclude each of the following from the numbering requirement: a) signed forms b) pre-existing documents, attachments, and plans c) table of contents
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**R33.**

Yes.



**Q34.**

34.	4.2.2 Table of Contents	106	Numbering of the proposal pages should begin with page 1 of the Table of Contents. Page numbers should be placed in the right corner of the bottom margin.	Can vendors number the pages by major sections (i.e., 1-1, 2-1, 3-1, etc.)?
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**R34.**

No. Vendors should number sequentially as directed in RFP Section 4.2.2 beginning with page 1 of the Table of Contents.

**Q35.**

35.	4.2.5.2 Vendor Financial Stability	110	Vendors must submit an audited financial statement for year 2021 and letters from the auditor(s) who performed the 2020 and 2019 financial audits.	Can vendors provide financial documents in electronic format only?
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**R35.**

No. Vendors must provide one (1) original and seven (7) copies of the financial statements.

**Q36.**

36.	4.2.5.3.5 Transfer System Gap Analysis	110-111	Vendors must provide a gap analysis detailing the degree to which their proposed transfer system meets the State's requirements as set out in this RFP and Appendix F : Functional Requirements "out of the box". The gap analysis should be presented in a format similar to the one shown here:	Since Appendix F is 124 pages, can vendor responses to Section 4.2.5.3.5 be excluded from the 300-page limit?
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**R36.**

Yes.

**Q37.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

37.	4.2.5.3.5 Transfer System Gap Analysis 1.6 Mandatory Requirements	110- 111 & 9	DO NOT ALTER ANY OF THE FORMS LISTED BELOW OR OTHERWISE INCLUDED/REQUIRED IN THIS DOCUMENT.	Please confirm that vendors can alter Appendix F: Functional Requirements in their response to RFP Section 4.2.5.3.5 Transfer System Gap Analysis, including presenting the information in landscape format.
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**R37.**  
Yes.

**Q38.**

38.	4.2.5.5.1 Disclosure Statement	Disclosure Statement	Attach additional sheets if necessary.	If vendors require additional space for responses on this form, would the state consider excluding these pages from the 300-page limit?
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**R38.**  
Yes.

**Q39.**

39.	5.4 Pricing Separate from Technical Response	114	Pricing information must be submitted in a separate sealed envelope and clearly labeled as "Cost Proposal."	Please confirm that vendors are to submit only one copy of their Cost Proposal. If not, please provide the number of originals and copies required.
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**R39.**  
Vendors must submit one (1) original and seven (7) copies of their Cost Proposal.

**Q40.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

40.	6.1 Opportunity for Additional Information	118	The Vendor must name the state or location where the transfer system it proposes is in production. At the State's discretion and in its best interest, State staff may make site visits (likely virtual) to investigate Vendor capabilities and transfer system suitability. It is the State's expectation that the users of the system in production proposed by the Vendor be responsible for presenting the system without Vendor involvement or intervention. Any such site visit will use a structured methodology and objective data to assess the capabilities of the base system.	Please confirm that vendors are not to provide the location of their proposed transfer system in their responses. If so, please indicate where vendors are to provide this information.
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**R40.**

Vendors must provide the location (i.e. state or county where the transfer system is in production operation) of their proposed transfer system in their response. This information is to be included in the response to Section 6.1 and in any other location as deemed appropriate by the vendor.

**Q41.**

41.	Appendix A: Standard Terms and Conditions	126	By submitting a response to request for proposal or acceptance of a contract, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.	Where should vendors provide contract exceptions in their response?
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**R41.**

Vendors should note any exceptions to the RFP terms and conditions in the section where the term or condition is stated.

**Q42.**

42.	Appendix F: Functional Requirements	8		Please confirm that Item FRI.103 should be numbered FR1.109.
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**R42.**

Yes.



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

**Q43.**

43.	Appendix F: Functional Requirements	10		There are 2 items numbered FRI.128. Should these be separately numbered items? If so, will it affect all subsequent page numbering?
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**R43.**

The second requirement should be numbered FR1.128.1. This will not affect subsequent requirement numbering.

**Q44.**

44.	Appendix F: Functional Requirements	34		Item FR2.98 is not included in the table. If this item is missing, please provide vendors with missing information.
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**R44.**

There is no requirement FR2.98. This was the result of a numbering error.

**Q45.**

45.	Appendix F: Functional Requirements	38		There are 2 items numbered FRI2.141. Should these be separately numbered items? If so, will it affect all subsequent page numbering?
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**R45.**

The second requirement should be numbered FR2.141.1. This will not affect subsequent requirement numbering.

**Q46.**

46.	Appendix F: Functional Requirements	64,65		There are 2 items numbered FR4.65. Should these be separately numbered items? If so, will it affect all subsequent page numbering?
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**R46.**

The second requirement should be numbered FR4.65.1. This will not affect subsequent requirement numbering.

**Q47.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

47.	Appendix F: Functional Requirements	80		There are 2 items numbered FR5.122. Should these be separately numbered items? If so, will it affect all subsequent page numbering?
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**R47.**

The second requirement should be numbered FR5.122.1. This will not affect subsequent requirement numbering.

**Q48.**

48.	Appendix F: Functional Requirements	82		Item FR5.147 is not included in the table. If this item is missing, please provide vendors with missing information.
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**R48.**

There is no requirement FR5.147. This was the result of a numbering error.

**Q49.**

49.	Appendix F: Functional Requirements	92		Item FR7.2 is missing sub-item d. If this item is missing, please provide Vendors with missing information.
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**R49.**

There is no requirement FR7.2.d. This was the result of a numbering error.

**Q50.**

50.	Appendix F: Functional Requirements	102		Item FR7.98 is missing sub-item g. If this item is missing, please provide vendors with missing information.
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**R50.**

There is no requirement FR7.98.g. This was the result of a numbering error.

**Q51.**



*Alabama Department of Human Resources*  
***SNAP/TANF Information System RFP 2022-500-02***

51.	Appendix F: Functional Requirements	124		Item FR8.168 sub-items jump from 22 to 28, then to 88. If there are missing items, please provide vendors with missing information.
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**R51.**

There is no missing information. This was the result of a numbering error.

**Q52.**





Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

52.	3.5.2.1 Vendor's Proposed Key Personnel	48	<ul style="list-style-type: none"> <li>The Vendor shall provide Key Personnel as described below. All key personnel must be assigned 100% to the project and be onsite at the project facility in Montgomery, Alabama.</li> <li>Key Personnel shall be located at the Vendor's Montgomery facility for a full 40-hour work week, Monday through Friday, for the duration of the DDI portion of the project. These personnel shall attend any meetings scheduled Monday through Friday, 8:00 a.m. to 5:00 p.m. CT (with the exception of official State holidays) when requested by the State. Other non-key personnel shall be allowed to work remotely but must be located within the United States and available for meetings via video or teleconferencing Monday through Friday, 8:00 a.m. to 5:00 p.m. CT (with the exception of official State holidays) when requested by the State.</li> </ul>	Will the State allow offshore resources for non-production environments including testing environments for masked, non-PII data?
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**R52.**

No, DHR will not allow any offshore resources to be utilized for any purpose on this engagement.

**Q53.**

53.	Appendix F: Functional Requirements ; FR1.29	3	The System will allow an authorized ALDHR Worker to delete an unsent referral. When a referral is deleted, the System erases all information related to the referral.) when requested by the State.	Does the system need to save the audit trail information?
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**R53.**

Yes.

**Q54.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

54.	Appendix F: Functional Requirements ; FR1.59	4	The System will provide the ability to suppress data sets with a sample size of zero, or when a sample size does not meet the threshold for de-identified / anonymous data.	Can the state provide an example?
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**R54.**

This requirement was intended to ensure that sensitive data that does not meet the requirements for masking does not get processed and inadvertently displayed in the system. Vendors are encouraged to provide alternative methods for protecting sensitive data in their proposals.

**Q55.**

55.	Appendix F: Functional Requirements ; FR1.62	5	The System will support "short-cuts" in reports and dashboards (e.g., hyperlinks or clickable graphics) to additional, more detailed reports or other information, as applicable.	Will the dashboard short-cuts point to the latest dashboards? For example, if the report was generated on Monday with a hyperlink short-cut and the user clicks on it on Thursday, the dashboard displays Thursday's data and not Monday's data.
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**R55.**

Yes.

**Q56.**

56.	Appendix F: Functional Requirements ; FR1.67	5	The System will provide the ability to share reports with other System users, or groups of users including state and federal partners per ALDHR policy.	Will the federal partners have access to the system to view the reports?
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**R56.**

Yes.



**SNAP/TANF Information System RFP 2022-500-02**

**Q57.**

57.	Appendix F: Functional Requirements ; FR1.75	5	The System will allow an Applicant to schedule an eligibility interview the same day the application was submitted.	Is there are cut-off time for the application to be submitted for same day interview?
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**R57.**

Yes. Details on the cut-off time will be provided during the requirements validation process.

**Q58.**

58.	Appendix F: Functional Requirements ; FR1.177	5	The client portal will be designed and tested for maximum client usability and functionality.	Can the state provide the testing guidelines?
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**R58.**

No. Details on the website usability testing guidelines will be provided at a later date.

**Q59.**

59.	Appendix F: Functional Requirements ; FR1.183	6	The system will have the capability to group forms into packets and allow users to print all forms in the packet at once.	Can the state share the packets and the forms in the packets?
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**R59.**

No. The forms and packets will be reviewed and created during the requirements validation phase.

**Q60.**

60.	Appendix F: Functional Requirements ; FR1.216	16	The system will notify the assigned worker and supervisor when authorized units fall below a designated level.	<ul style="list-style-type: none"> <li>What units are referenced here?</li> <li>Can the state elaborate on this functionality?</li> </ul>
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**R60.**

The units referenced here are for Employment and Training and the TANF JOBS program. The units include training hours, education hours, work hours, etc.



**SNAP/TANF Information System RFP 2022-500-02**

**Q61.**

61.	Appendix F: Functional Requirements ; FR1.230	17	The system will have the ability to interface or integrate with the Alabama Department of Commerce (Alabama Works) and with the TANF and SNAP modules as developed by GeoSolutions	What is the functionality contained in the TANF and SNAP modules developed by GeoSolutions?
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**R61.**

The state is still in the planning stages of an agreement with GeoSolutions through the Alabama Department of Commerce to develop this tool. No details are available at this time.

**Q62.**

62.	Appendix F: Functional Requirements ; FR1.277	20	The system will operate within the parameters of the existing DHR and State of Alabama technical environment.	Does this statement mean that the system will be deployed on-premises or can it be a SaaS solution deployed on a vendor's cloud environment, but within the technical requirements of the state?
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**R62.**

The system may be deployed in a vendor's cloud environment. The intent of this requirement is that it be accessible to DHR users from within the existing DHR and State of Alabama technical environments as defined in the RFP. However, the proposed solution must not be a SaaS solution that would create a proprietary technology dependency for the State.

**Q63.**

63.	Appendix F: Functional Requirements ; FR1.285	20	The system will provide rollback and recovery functions.	Is this in reference to Business Continuity/Disaster Recovery or something else? Please elaborate.
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**R63.**

Yes, this requirement is in reference to Business Continuity/Disaster Recovery.

**Q64.**

64.	Appendix F: Functional Requirements ; FR1.287	20	The system will provide the ability to archive and expunge records.	When records are expunged is audit trail required?
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**R64.**



Alabama Department of Human Resources

**SNAP/TANF Information System RFP 2022-500-02**

Yes.

**Q65.**

65.	Appendix F: Functional Requirements ; FR1.316	22	The vendor's security solution will comply with National Institute of Standards and Technology (NIST) security guidelines.	Please confirm the State is referring to NIST 800 - 53 Moderate.
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**R65.**

Yes, this refers to NIST 800-53 standards.

**Q66.**

66.	Appendix F: Functional Requirements ; FR1.343	25	The system will provide an automation manual consistent with the new eligibility system.	What does the State mean by an "automation manual?"
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**R66.**

Automation manual refers to a detailed system user guide.

**Q67.**

67.	Appendix F: Functional Requirements ; FR2.30	30	The System will delete the application after a specified time if the application is not submitted.	Are audit trails required when the system deletes the saved application after a specified time as defined by ALDHR?
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**R67.**

Yes.

**Q68.**

68.	Appendix F: Functional Requirements ; FR2.31	30	The System will provide the Applicant with the ability to reset/delete the application, including any saved applications, prior to submission.	Are audit trails required when the saved application is deleted by the Applicant?
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**R68.**

Yes.



**Q69.**

69.	Appendix F: Functional Requirements ; FR2.45	31	The System will provide the Applicant a link to view the submitted application in the System.	Is the link to a submitted application read-only or can the Applicant make changes to a submitted application?
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**R69.**

The link should be read-only. If the applicant needs to make changes to a submitted application the client would have to follow the procedures for submitting a change.

**Q70.**

70.	Appendix F: Functional Requirements ; FR2.293	46	The System will record the date and time stamp of when the incapacity exemption request was submitted.	Please confirm no requirements are lost due to the repetition of FR2.282 through FR2.292 requirements again from FR2.293 through FR2.303
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**R70.**

No requirements are missing. This is the result of a numbering error. FR2.293 through FR2.303 are duplicates and do not require a response.

**Questions 71 – 77 were asked at the May 5, 2022, Pre-Proposal Conference.**

**Q71.**

71.	Section 1.0	5	The Vendor shall not: a. Propose a custom-built solution b. Propose a Software as a Service (SaaS) solution that would create a proprietary technology dependency for the State c. Propose a solution based on mainframe technology	Will Alabama accept a transfer system that has been implemented as a COTS from another state?
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**R 71.**

The State will consider a transfer system that has been implemented as a COTS from another state provided that implementing the system in Alabama does not create a proprietary technology dependency for the State. If the vendor feels that its proposed solution fits within this limitation it is encouraged to submit its proposal. The State will carefully and fairly evaluate all proposals.



**SNAP/TANF Information System RFP 2022-500-02**

**Q72.**

72.	Section 1.0	5	The Vendor shall not: a. Propose a custom-built solution b. Propose a Software as a Service (SaaS) solution that would create a proprietary technology dependency for the State c. Propose a solution based on mainframe technology	Will a transfer system that is based on a Commercial-Off-The-Shelf (COTS) product like IBM Cúram Social Program Management (SPM) Framework be acceptable to the State? While the State will own all the custom code and be able to maintain in themselves, they will need to license the COTS product. Once the State pays the license fee, you will get a perpetual license to the COTS software, and it will be up to the State whether you want to continue to subscribe to maintenance services or maintain it yourself.
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**R 72.**

The State does not intend to select a solution that creates a proprietary technology dependency for the application itself.

As addressed in its response to Question 74, the State understands that including licensed third-party software (COTS) in a large and complex system as is described in this RFP is likely. The State is not opposed to considering a solution that contains licensed third-party software (COTS). If the vendor feels that its proposed solution fits within this limitation it is encouraged to submit its proposal. The State will carefully and fairly evaluate all proposals.

**Q73.**

73.	Section 1.0	5	The Vendor shall not: a. Propose a custom-built solution b. Propose a Software as a Service (SaaS) solution that would create a proprietary technology dependency for the State c. Propose a solution based on mainframe technology	If the transfer system creates any type of dependence, we will give them a different license, is this acceptable?
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**R 73.**

The State does not intend to select a solution that creates a proprietary technology dependency for the application itself.

As addressed in its response to Question 74, the State understands that including licensed third-party software (COTS) in a large and complex system as is described in this RFP is likely. The State is not opposed to considering a solution that contains licensed third-party software



**SNAP/TANF Information System RFP 2022-500-02**

(COTS). If the vendor feels that its proposed solution fits within this limitation it is encouraged to submit its proposal. The State will carefully and fairly evaluate all proposals.

**Q74.**

74.	Section 1.0	5	The Vendor shall not: a. Propose a custom-built solution b. Propose a Software as a Service (SaaS) solution that would create a proprietary technology dependency for the State c. Propose a solution based on mainframe technology	Typically, all systems will have one or more COTS unless built from scratch. Typically, you will have to license those components in order for the transfer system to work. Will Alabama accept a system that has some COTS?
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**R 74.**

The State does not intend to select a solution that creates a proprietary technology dependency for the application itself.

The State understands that including licensed third-party software (COTS) in a large and complex system as is described in this RFP is likely. The State is not opposed to considering a solution that contains licensed third-party software (COTS). If the vendor feels that its proposed solution fits within this limitation it is encouraged to submit its proposal. The State will carefully and fairly evaluate all proposals.

**Q75.**

75.	N/A	N/A	N/A	Does Alabama have a preference between .NET or JAVA?
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**R 75.**

No.

**Q76.**

76.	N/A	N/A	N/A	Will Alabama share the PowerPoint deck that was used in the presentation during the May 5, 2022, Pre-Proposal Conference?
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**R 76.**

Yes. A copy of the PowerPoint (in PDF format) will be made available on the DHR.Alabama.gov website along with these responses.

**Q77.**

77.	N/A	N/A	N/A	Does Alabama have a budgeted amount for this project?
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**R 77.**





*Alabama Department of Human Resources*

***SNAP/TANF Information System RFP 2022-500-02***

No. The State does not have a budgeted amount for this project. Vendors are encouraged to provide their best and most competitive cost proposal keeping in mind the financial environment we are in currently. Vendors are reminded that the Cost Proposal constitutes 20% of the overall score.